

City of Los Angeles
Department of Recreation and Parks
Griffith Park Boys Camp
4730 Crystal Springs Drive
Los Angeles, CA 90027
(323) 664-0571
www.laparks.org/dos/camps/griffith.htm
email: gp.boyscamp@lacity.org



2009

Cabin Leader Training Program



LAST DAY TO APPLY: May 11, 2009.
Cabin Leader Training (CLT) Program Guidelines

Welcome to Griffith Park Boys Camp, Cabin Leader Training Program (CLT). Our CLT Program is intended to enrich the lives of youth by providing an enjoyable and educational experience. The CLT Program is just that a training program. Participants in our program will find the experience personally rewarding and will broaden their social experience. Participation at camp will provide the Cabin Leader Trainee (CLT), with valuable training and learning experience, which can be utilized in future job interests. The goal of the CLT program is to help form reliable young teens who will take a responsible interest in the community and become a person of Character by practicing the SIX PILLARS OF CHARACTER. A CLT can successfully complete our program by achieving the following:

- Self-identification through group experiences
- Relating to people of diverse backgrounds
- Developing a sense of group solidarity
- Taking charge of their own actions under the guidance of cabin leaders and directors
- Identifying personal feelings
- Developing pride in their beliefs and actions
- Exploring and revealing their attitudes, interests and goals
- Practicing the SIX PILLARS OF CHARACTER
 - **Trustfulness** • Being honest • Being reliable • Having the courage to do the right thing • Building a good reputation • Being loyal
 - **Respect** • Treating others with respect • Being tolerant of differences • Being considerate of the feelings of others • Don't threaten, hit or hurt anyone • Dealing peacefully with anger, insults and disagreements • Using good manners
 - **Responsibility** • Doing what you are supposed to do • Persevere: keep on trying! • Always doing your best • Using self-control • Being self-disciplined • Think before you act — consider the consequences • Being accountable for your choices
 - **Fairness** • Playing by the rules • Taking turns and sharing • Being open-minded; listening to others • Don't take advantage of others • Don't blame others carelessly
 - **Caring** • Being kind • Being compassionate and showing you care • Expressing gratitude • Forgiving others • Helping people in need
 - **Citizenship** • Doing your share to make your camp and community better • Cooperating • Be a good CIT • Obeying the rules and laws • Respecting authority

CLT's are not paid. Although CLT's are not compensated monetarily, CLT's will be rewarded through personal growth and development. Furthermore, with the on-the-job experience obtained, exceptional CLT's may have the opportunity of becoming paid staff members in future day camp programs.

Cabin-Leader-Trainee Description/ Responsibilities

A CLT's role is that of an assistant to an assigned group of campers or Cabin Leader. CLT's will be assisting with the supervision, safety, and happiness of the campers by practicing the SIX PILLARS OF CHARACTER. They must have a positive attitude and be willing to assist their assigned group. CLT's are also responsible for assisting Cabin Leaders or Directors in leading, setting up and tearing down activities. CLT's are still considered to be 'campers' and therefore will not be left alone with children at any time. CLT's are not permitted to discipline campers. Among the many other duties of a CLT, they are there to assist in the supervision and care of campers, assist in the maintenance of camp supplies and equipment, perform tasks assigned by a Cabin Leader or the Camp Director, work with Cabin Leaders in carrying out daily activities, receive on-the-job training for future Cabin Leader status job recommendations, and to maintain a positive relationship with campers, Cabin Leaders and other staff members.

Program Requirements

All CLT's must have attained the age of 15 by January 1, 1009. Candidate must have the ability to relate to and work with children 7 to 14 years of age and must possess the ability to take directions and accept responsibilities. CLT's must demonstrate a more mature level than the campers. Previous skills in recreational activities and camp experience are preferred. CLT's must enroll in two consecutive sessions minimum. (No single sessions are available).

Behavior Standards

As an integral part of the Griffith Park Boys Camp staff, CLT's are implicitly expected to conduct themselves in an appropriate manner and to abide by all policies and practices set forth by Camp Directors. CLT's who violate these policies and practices will be subject to immediate expulsion from camp. The following behavior will not be permitted or tolerated under any circumstances:

1. Mishandling campers (i.e. striking, pushing, grabbing, etc.)
2. Fighting
3. Defiance or refusal to listen to and obey staff instructions, insubordination to supervisors
4. Using and or providing alcohol or drugs
5. Neglecting duties
6. Abusive and/or foul and inappropriate language
7. Immoral, indecent, or lewd conduct
8. Theft
9. Vandalism
10. Possession of weapons, firearms and/or fireworks

CLT's must remember that their behavior is an example to all the campers!

Dress Standards

1. No sagging/ baggy clothing
2. No clothing advertising or insinuating the use of beer, alcohol, drugs or sex
3. Shirts must be worn at all times with exceptions of in the swimming pool area, showers, or sports event
4. Hats must not be worn inside the lodge during regular meal times
5. Sandals and flip-flops are only to be worn in the shower or at the pool

Availability

We are limiting the Cabin Leader Training Program to eight (8) CLT's per session, so please apply as soon as possible. Submission of your completed CLT application, regular summer camp application (signed by a parent or guardian) and a check or money order for \$175 per session is the only way to reserve your spot in the program. We reserve the right change the limit of the CLT program if deemed necessary by the camp staff.

Costs

The cost for each CLT session is \$175 per session, minimum 2 consecutive sessions. All sessions must be consecutive. This fee includes all meals, supervision, training, activities and normal camp field trips. CLTs should plan to bring spending money for field trips. Additional field trips may be taken as part of the CLT program, so monies should be provided accordingly. The program fee is due at time of registration. Late fees and refund policies will apply to CLT applicants as they do for all other campers. Please see the camp brochure for full details.

How To Apply

1. Complete the attached Personal Information form
2. Complete the attached CLT application.
3. Complete a regular summer camp registration form (signed by parent or guardian).
4. The CLT Reference Form needs to be completed by someone other than a member of your immediate family and mailed in to the address below.
5. Send all forms, with a \$175 check or money order, per session, payable to City of Los Angeles to:

**Griffith Park Boys Camp
Attn: CLT Program
4730 Crystal Springs Drive
Los Angeles, CA 90027**

OR

apply in person at one of our Open House dates.
Sundays, March 8 and April 26, 2009, 2:00 - 4:00 pm at Griffith Park Boys Camp.
Please call for directions.

6. Make an appointment for an interview.

LAST DAY TO APPLY: May 11, 2009.

THIS IS AN APPLICATION.

IT DOES NOT GUARANTEE A POSITION AS A CLT!

Should you have any further questions or concerns, please contact us at (323) 664-0571.

I have read and understand all of the above information. As a CLT at Griffith Park Boys Camp, I agree to abide by all of the above policies, procedures, and practices. I also understand that if I violate any of these policies, procedures, or practices I may be removed from the CLT Program and sent home without a refund.

CLT Signature _____ Date _____

As parent/ guardian of a CLT at Griffith Park Boys Camp, I have read and understand all of the above information. I also agree to support Griffith Park Boys Camp's policies, procedures, and practices concerning my CLT. I also understand that if my son violates any of these policies, procedures, or practices he may be removed from the CLT Program and sent home without a refund.

Parent/Guardian _____ Date _____

LAST DAY TO APPLY: May 19, 2008.

Personal Information

Name _____

Address _____ City _____ Zip _____

Telephone (Home) _____ Cell _____ Pager _____

Email _____

Have you ever been a Camper? _____ How many Years? _____

At what Camp? _____ Overnight or Day Camp? _____

At what Camp? _____ Overnight or Day Camp? _____

Have you ever been a CIT? _____ How many years? _____

Name of Camp _____ Phone # _____ Year _____

Director _____

Name of Camp _____ Phone # _____ Year _____

Director _____

Personal References

(Someone other than a member of your immediate family)

Name _____

Address _____

Phone # Home _____ Work _____ Cell _____

Name _____

Address _____

Phone # Home _____ Work _____ Cell _____

LAST DAY TO APPLY: May 11, 2009.

CLT Application

Education and Experience

Name _____

School _____

Year _____ Major Subjects _____

School _____

Year _____ Major Subjects _____

Leadership Skills

In the following list, put the letter “T” before those activities you can organize and teach, the letter “A” for those activities you can assist in teaching, the letter “C” for those which you have current certification and attached a copy of current certification and the letter “H” for those that are just a hobby.

- | | | |
|---|--|--|
| <input type="checkbox"/> Archery | <input type="checkbox"/> Astronomy | <input type="checkbox"/> Baseball |
| <input type="checkbox"/> Basketball | <input type="checkbox"/> Campfire Programs | <input type="checkbox"/> Climbing/Rappelling |
| <input type="checkbox"/> Drama | <input type="checkbox"/> Forestry | <input type="checkbox"/> Game leading |
| <input type="checkbox"/> Guitar | <input type="checkbox"/> Hiking | <input type="checkbox"/> Jewelry making |
| <input type="checkbox"/> Karate/Martial Arts | <input type="checkbox"/> Leather Work | <input type="checkbox"/> Nature Crafts |
| <input type="checkbox"/> Newspaper Production | <input type="checkbox"/> Painting | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Puppetry | <input type="checkbox"/> Orienteering | <input type="checkbox"/> Outdoor Cooking |
| <input type="checkbox"/> Ropes Course | <input type="checkbox"/> Science | <input type="checkbox"/> Sign Language |
| <input type="checkbox"/> Skits and Stunts | <input type="checkbox"/> Soccer | <input type="checkbox"/> Song leading |
| <input type="checkbox"/> Storytelling | <input type="checkbox"/> Swimming | <input type="checkbox"/> Track and Field |
| <input type="checkbox"/> Volleyball | <input type="checkbox"/> Woodworking | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Other _____ | <input type="checkbox"/> Other _____ | <input type="checkbox"/> Other _____ |

Please list your participation in clubs or groups

Please list medical restrictions. Will they affect your performance at camp?

Name _____

Why do you want to be a CLT at Griffith Park Boys Camp?

What do you expect to gain from the CLT experience?

How can you contribute to the program at Griffith Park Boys Camp?

**THIS IS AN APPLICATION.
IT DOES NOT GUARANTEE A POSITION AS A CLT!**

*****Once your full registration packet has been received,
we will schedule the applicant for a interview.***

LAST DAY TO APPLY: May 11, 2009.

Please return all completed forms to:

City of Los Angeles Department of Recreation and Parks
Griffith Park Boys Camp
4730 Crystal Springs Drive
Los Angeles, CA 90027
(323) 664-0571

CLT Reference form
(Completed by someone other than a member of your immediate family)

_____ has applied for a position in Griffith Park Boys Camp's Cabin Leader Training Program
Name of applicant

Your honest assessment of his abilities in the following areas would be greatly appreciated.

Please Circle one	Great	Satisfactory	Needs improvement
Sense of humor	1	2	3
Initiative	1	2	3
Dependability	1	2	3
Working with peers	1	2	3
Follows as well as leads	1	2	3
Communication	1	2	3
Flexibility	1	2	3
Tact	1	2	3
Working with children	1	2	3
Enthusiasm	1	2	3

How long and in what capacity have you known the applicant? _____

Any additional comments about this applicant. _____

Signed _____ Date _____

Please mail completed reference form to:
Griffith Park Boys Camp
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Los Angeles, CA 90027